



Boundary Line Adjustment Application

(PLEASE PRINT CLEARLY OR TYPE IN BLUE OR BLACK INK)

<p><i>“A Boundary Line Adjustment is a division made for the purpose of alteration by adjusting boundary lines between platted or un-platted lots or both; which does not create any additional lot, tract parcel, site or division which contains insufficient area and dimension to meet requirements for width and area for building site.”</i></p>	<p>Official Use Only</p> <p>Date Received: _____ Received By: _____ Fee Collected: _____ Application Conference: _____ Determination of Completeness: _____</p>	<p>Official Use Only</p> <p>Distribution to City Depts., Engineer & PC: _____ Notice of Application: _____ Filed with County Auditor: _____ Decision Date: _____ Decision: _____</p>
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Checklist for a Boundary Line Adjustment

- Fill out and submit the Boundary Line Adjustment Application and Land Use Permit Application.
- Submit **2 copies** of a map, minimum 8 ½ x11, maximum 11x17 from a licensed professional surveyor meeting the following requirements for recording by the Lewis County Auditor:
 - A label identifying the map as a “Boundary line Adjustment”
 - Original legal description and adjusted legal description on the face of the map
 - A vicinity map, the date, and north arrow
 - Names and addresses of the Grantor and Grantee
 - Boundary lines of the parcels prior to the BLA, clearly labeled with distance and bearing
 - Boundary lines of the parcels before the acreage proposed following the BLA
 - Location, width, and names of all existing streets, ingress, egress, or easements within or adjacent to the proposal, including, but not limited to, existing or proposed easements to provide access to each lot, and indication as to whether they are public or private and the Auditor’s File Number
 - Location of existing structures, fences, buildings and improvements
 - Location of natural features such as water bodies, rivers, steep slopes and wetlands within 25ft of the boundary line(s) being altered
 - Location of all wells and septic systems including reserve areas, water lines, and other utility lines
 - Name of professional land surveyor (PLS), stamp and signature of PLS
 - Any monuments and markers of record, a minimum of 2 corners must be set or found
 - Signature block for the approval and signature of the Administrator, and date signed

The following statement and signature block for owner’s signatures:

This Boundary Line Adjustment is requested and approved by the undersigned, who certify that they are the owners of the respective parcel identified in this Boundary Line Adjustment

 Owner-Printed Name

 Date

- The following notice shall appear on the face of the BLA map:
This Boundary Line Adjustment shall not create any additional lot, tract, parcel, building site, or division, which contains insufficient area and dimension to meet minimum requirements for building site, the portion being transferred shall be combined with the Grantee’s parcel. All newly configured lots must comply with applicable standards for sewage disposal and provisions contained in Title 8 LLC and Title 70 RCW.
- Pay the required fees. Various fees and costs are required.

Boundary Line Adjustment Information

Boundary lines separating 2 to 4 parcels may be adjusted provided that such adjustment will not result in the creation of any additional lot, tract or parcel; will not create any lot, tract or parcel that contains insufficient area and dimensions to meet the requirements of the zoning code.

After submittal

Once all completed applications, maps and documents are submitted, they will be reviewed by the Planning Commission, city engineer and other agencies, if applicable. Once approved pursuant to local regulations the Boundary Line Adjustment must be filed with the Lewis County Auditor no later than 60 days following the date of final approval.

Expiration

Failure to record the final map and application within 60 days will nullify and make void the application and approval. The application must be re-submitted as a new application.

Boundary Line Adjustment

Parcel Number(s) _____ Zoning _____
 How many lots are involved in the Boundary Line Adjustment? _____
 What is the existing size of each lot? _____
 What is the proposed size of each lot? _____

Sewer

Existing

Proposed

- City Sewer on lot(s) # _____
- None

- City Sewer on lot(s) # _____

Water

Existing

Proposed

- City Water on lot(s) # _____
- None

- City Water on lot(s) # _____

I/we certify that I have read and understand the information on this application and affirm the information and documents provided is true and accurate to the best of my knowledge.

Signature

Date